



JERRY E. POWERS  
Chief Probation Officer

**COUNTY OF LOS ANGELES  
PROBATION DEPARTMENT**  
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**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

December 08, 2015

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

45 December 15, 2015

  
PATRICK OZAWA  
ACTING EXECUTIVE OFFICER

Dear Supervisors:

**APPROVAL OF A STANDARDIZED CONTRACT WITH COMMUNITY-BASED ORGANIZATIONS  
TO PROVIDE ADVOCACY SERVICES TO COMMERCIALY SEXUALLY EXPLOITED CHILDREN  
(CSEC) UNDER THE COMMUNITY RECIDIVISM AND CRIME REDUCTION SERVICES GRANT**

**(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

**SUBJECT**

Approval of a standardized contract with Community-Based Organizations (CBOs) to provide advocacy services to commercially sexually exploited children (CSEC).

**IT IS RECOMMENDED THAT THE BOARD:**

1. Authorize the Chief Probation Officer to prepare and execute contracts substantially similar to the attached standardized contract (Attachment 1), upon approval as to form by County Counsel, with three (3) CBOs to provide advocacy services to CSEC for a contract amount not to exceed \$95,000 each for the period commencing January 1, 2016 through December 31, 2016.
2. Delegate authority to the Chief Probation Officer to prepare and execute amendments to the contracts for any decrease or increase not to exceed ten percent (10%) of the contract rates and/or one hundred eighty (180) days to the period of performance pursuant to the terms of the contract, upon approval as to form by County Counsel.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is to authorize the Chief Probation Officer, to prepare, sign

and execute three (3) contracts with three (3) CBOs. These contracts will provide advocacy services to CSEC from ages 11-18. Services will include referral and assessment, stabilization and engagement, participation in multi-disciplinary team (MDT) meetings, support for participants testifying against their trafficker, and linkage to outside support services and crisis response. The recommended CBOs listed below will provide the services within Los Angeles County:

1. Saving Innocence, Inc.
2. Aviva Family and Children Services
3. Sunrise Community Counseling

### **Implementation of Strategic Plan Goals**

The recommended actions are consistent with the Countywide Strategic Plan Goal #3 Integrated Services Delivery.

### **FISCAL IMPACT/FINANCING**

The cost for each of the three (3) contracts is for an amount no more than \$95,000. These costs will be fully funded under the Community Recidivism and Crime Reduction Services Grant.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The term of each contract shall be January 1, 2016 through December 31, 2016. There is no departmental relations impact since these are not Proposition A contracts. Probation has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to the recommended contracts.

The standardized contract contains the Board's required contract provisions, including those pertaining to consideration of qualified county employees targeted for layoffs, as well as qualified GAIN/GROW participants for employment openings, compliance with Jury Service Ordinance, Safely Surrendered Baby Law and the Child Support Program.

The County will not request the contractors to perform services that exceed the Board approved contract amount, scope of work, and/or contract term.

County Counsel has reviewed and approved the standardized contract as to form.

### **CONTRACTING PROCESS**

To solicit for these services, a competitive Request for Proposals (RFP) process was issued on June 5, 2015. Approximately 647 solicitation letters were sent to service providers through the solicitation process.

Advertisements were run in the Los Angeles Times, Eastern Group Publications, and Lynwood Journal. The solicitation information was also made available through the Internet on the County of Los Angeles Internal Services Department and the Probation websites. As a result, five (5) contractors registered for the Mandatory Proposers' Conference and nineteen (19) potential providers attended the Mandatory Proposers' Conference.

Three (3) proposals were received prior to the submittal deadline and evaluated using the initial screening "pass/fail" process which was consistent with the Selection Process and Evaluation Criteria set forth in the RFP. All three (3) proposals passed the initial screening process to meet the minimum Mandatory Requirements stated in the RFP.

An evaluation committee was formed to evaluate the three (3) proposals that passed the initial screening process. Financial subject matter experts evaluated the financial/budget portions of the proposals. Evaluation committee members objectively evaluated the proposals submitted by the following proposers:

1. Saving Innocence, Inc.
2. Aviva Family and Children Services
3. Sunrise Community Counseling

The proposals were rated and scored by the evaluation committee using a point system that covered: 1) proposer's qualifications, 2) proposer's approach to provide required services, 3) proposer's quality control plan, and 4) cost proposal. Proposers receiving the highest overall scores are being recommended for contract award. There were no protests received as part of this solicitation.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommended actions will enable Probation to provide advocacy services to Commercially Sexually Exploited Children (CSEC).

Respectfully submitted,



JERRY E. POWERS  
Chief Probation Officer

JEP:TH:DS:or

Enclosures

c: Executive Officer  
County Counsel  
Chief Executive Office